



STATE DEPARTMENT OF EDUCATION

P.O BOX 83720
BOISE, IDAHO 83720-0027

TOM LUNA
STATE SUPERINTENDENT
PUBLIC INSTRUCTION

FORM FOR SUBSTITUTE TEACHERS ONLY

The state-wide substitute teacher list is on the criminal history check website. Completion of this form is necessary for the substitute teacher's name to appear on this list, thus allowing the substitute teacher to substitute in any Idaho district for a period of three years.

DEFINITION OF A SUBSTITUTE TEACHER: An individual who temporarily replaces a certificated classroom educator and is paid substitute teacher wages, one day or more during a school year.

EMPLOYEE NAME: _____

SS NO: _____ **DATE:** _____

DIRECTIONS:

To implement Idaho Code 33-512 (15) regarding substitute teachers, it is necessary for the superintendent/designee to complete and submit this form and the completed fingerprint card to:

State Department of Education
Background Records Office
PO Box 83720
Boise, ID 83720-0027

Contact as necessary: Shannon Haas (208) 332-6888

District/Agency	District Number	Superintendent/Designee Signature	Date